

**MINUTES OF THE SPECIAL MEETING OF THE PARKS & RECREATION  
COMMISSION OF THE CITY OF LOS ALTOS, HELD ON  
WEDNESDAY, MAY 12, 2021, AT 7:00 P.M. WITH REMOTE ACCESS VIA  
RINGCENTRAL WEBINARS**

**ROLL CALL TO ESTABLISH QUORUM**

Chair Dailey called the meeting to order at 7:00 p.m.

PRESENT: Chair Dailey, Vice Chair Morris, Commissioners Lindermeier, Yeh, Corrigan,  
Valadez, and Wang

ABSENT: None

**PLEDGE OF ALLEGIANCE**

**SPECIAL PRESENTATION**

1. Parks Make Life Better Presentation

**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

None.

**ITEMS FOR CONSIDERATION/ACTION**

2. **Commission Minutes**  
Approve minutes of the Regular Meeting on April 14, 2021.

**Public Comment:** None.

**Action:** Upon a motion by Commissioner Corrigan, seconded by Vice Chair Morris, the Commission approved accepting the minutes of the meeting of April 14, 2021 with minor corrections.

Approve: Dailey, Morris, Lindermeier, Yeh, Corrigan, Valadez, and Wang.

Oppose: None.

Abstention: None.

Motion passed unanimously: 7-0-0.

3. **Recreation Contract Instructor Program**

Receive informational presentation by staff regarding the Recreation Contract Instructor Program

**Public Comment:** None.

**Action:** None.

**4. Fiscal Year 2021-22 Work Plan**

Discuss outcomes of Special Joint Meeting with City Council on May 4, 2021, and adjust FY 2021-22 Work Plan Accordingly

**Public Comment:** None.

**Action:** None.

**5. Commission Subcommittee Guidelines**

Review Subcommittee guidelines, discuss and recommend further guidelines for the Parks and Recreation Commission

**Public Comment:** None.

**Action:** After Commission discussion, a motion was made by Chair Dailey and seconded by Commissioner Valadez.

Moving forward, the Parks & Recreation Commission will observe the following recommendations [in addition to the City of Los Altos Council Member/Commissioner guidelines] as the preferred way of conducting Subcommittee business:

1. arrange to meet or connect between regular Commission meetings.
2. share organizational protocols and operating procedures with the full Commission during the Subcommittee Reports section of each regular Commission meeting, and
3. formulate & share the scope and objectives of the Subcommittee in writing at the onset of the Subcommittee.

Approve: Dailey, Morris, Lindermeier, Yeh, Corrigan, Valadez, and Wang.

Oppose: None.

Abstention: None.

Motion passed unanimously: 7-0-0.

**AT 8:55 P.M., CHAIR DAILEY INITIATED A 5-MINUTE BREAK**

**CHAIR DAILEY CALLED THE MEETING BACK TO ORDER AT 9:00 P.M.**

**INFORMATIONAL ITEMS**

6. Navigation of Parks and Recreation Commission Webpage
7. Receive information and announcements from City staff

## **COMMISSIONERS' REPORTS AND COMMENTS**

- A. Highlights of California Park and Recreation Society Conference
  1. ADA access – both obligation and opportunity
  2. Inclusive park design
  3. Parks & Recreation, as a field, made the Covid pandemic survivable
  4. Analytical evaluation of program success
  
5. Work Plan Subcommittee Updates
  1. Skatepark – Corrigan, Yeh – They spoke about feasibility. They are awaiting feedback on Skate Pop-Up Park and working with Jason from Skateworks.
  2. Performing Arts in the Park – Morris, Wang – No report.
  3. Dog Park Off-Leash Hours – Morris, Corrigan – They are evaluating the success of the off-leash pilot, while accepting feedback from the community. They have also met with staff regarding communication and signage improvements.
  4. Open Space – Dailey, Lindermeier, Yeh – No report. This Subcommittee will work on more clearly defining their scope and objectives.
  5. JEDI – Morris, Valadez – No report.
  6. Outdoor Adult Fitness Project – Wang, Dailey – No report.
  7. School District Collaboration – Corrigan, Dailey, Lindermeier – No report, but this Commission plans to work in conjunction with and support Council, which also has a Committee working on this type of project.
  8. Sustainable Energy Independence in Parks & Facilities – Lindermeier, Yeh, and Dailey – This subcommittee previously met with an inter-Commission group regarding community input.
  9. Grant Park Master Plan – Dailey, Morris – They stated that the inter-Commission group needs to meet first, and that meeting is pending guidance from City Council.
  10. Cost Recovery – Currently Suspended.
  11. Program Resources – Wang – Commissioner Wang plans to meet with Staff.

## **POTENTIAL FUTURE AGENDA ITEMS**

1. Grant Park Kitchen – July 14
2. Status of FY 2021-23 Budget – June 9
3. Cost Recovery Informational Presentation –TBD
4. Status of Dog Park & Off-Leash Hours Pilot Program – June 9

## **ADJOURNMENT**

Chair Lindermeier adjourned the meeting at 10:04 p.m.